



**Barstow Area Consortium for Adult Education
Board AGENDA
Barstow Community College, President’s Conference Room
Thursday April 18, 2019 (2:00 p.m. – 4:00 p.m.)
(*Materials in Board Packet)**

PLEASE NOTE: Agenda related documents distributed to the BACAE Board for the Board Meeting may be viewed in the President’s Office at Barstow Community College, 2700 Barstow Rd, Barstow, CA 92311. Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating, or documentation in accessible formats, should contact the BACAE Coordinator at BarstowAEGB@gmail.com at least two days before the meeting date.

Call to Order: pm

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Ronda Tremblay	<input type="checkbox"/> Eric Huynh	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Karen Kane	<input type="checkbox"/> Pattie Granados
			<input type="checkbox"/> Elias Valencia
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input type="checkbox"/> Carrie O’Neal
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input type="checkbox"/> Michael Cox	<input type="checkbox"/>
Consortium Staff	<input type="checkbox"/> Elena Rivera		

1. st Approval of Minutes – March 14, 2019 Motion by; 2nd by
2. Public Comment – Public comment will be allowed on any topic relevant to the BACAE. Pursuant to BACAE Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.
3. Closed Session – None Requested
4. Reports/Information Items
 - 4.1 Consortium Director’s Report
 - a. AEP Deadlines - Upcoming
 - **April 30, 2019 – Q3 DIR Due to aebg@casas.org; copy to new Coordinator & M. Rosin**
 - **May 2, 2019 – 2019-20 CFAD Due in NOVA**
 - June 1, 2019 – 2018-19 Q3 Expenses due in NOVA
 - **June 7, 2019 – 2019-2022 Three-Year Plan due in NOVA**
 - Jun 17: Data and Accountability Budget Revisions are due
 - June 30, 2019 – Q2 Consortium Certification due in NOVA
 - **June 30, 2019 – Data & Accountability Close Out in MIS System (FRC)**
 - June 30, 2019 – 2018-19 Q4 Ends
 - **July 31, 2019 – Full Year DIR due to aebg@casas.org & new Coordinator**
 - July 31, 2019 – 2018-19 Full Year Expenses due in NOVA
 - **August 15, 2019 – 2019-20 Annual Plan due in NOVA**
 - **August 26, 2019 – Practice with Promise Report Due**
 - September 1, 2019 – 2018-19 Q4 Expenses due in NOVA
 - **December 31, 2019 – End of 2017-18 FY Allocations**
 - b. CAEP State Guidance – Archived on <https://caladulthood.org/Administrators>
 - c. Report-out: COABE (March 30-April 3, 2019 – New Orleans, LA)
 - d. Consultant Days: May 14 & 16 June 5 & 6


- 4.2 Member Program Update: BAS
- 4.3 Member Program Update: BCC
- 4.4 Member Program Update: BVUSD
- 4.5 Member Program Update: SVUSD
- 4.6 Consortium Director Hiring Update - Elena Rivera BCC Board approved on March 20, 2019
- 4.7 Marketing & Media Manager Report
- 4.8 BUSD Fiscal Agent Report: Data & Accountability Allocation
 - All funds spent; BUSD to close out in Chancellor's MIS System by June 30, 2019
- 4.9 BCC Fiscal Agent Report: 2018-19

5. Discussion Items

- 5.1 Review of Three-Year Plan Draft
- 5.2 Limit fiscal/budgetary requests to 2 designated Board meetings per year, except for emergencies.

6. Action Items

- 6.1 CFAD Allocations (including \$31,051.00 in COLA)
 - Option 1: Proportional Allocations

		
Agency	Allocation & COLA	Proposed 2019-20 CFAD
Baker Valley USD (7% of Consortium Allocation)		
2018-19 Allocation	\$62,318	
2019-20 COLA Adjustment	\$2,156	
TOTAL		\$64,474
Barstow Community College (33% of Consortium Allocation)		
2018-19 Allocation	\$268,711	
Consortium MOU Operations	\$30,000	
2019-20 COLA Adjustment	\$10,335	
TOTAL		\$309,046
Barstow USD (37% of Consortium Allocation)		
2018-19 Allocation	\$334,612	
2019-20 COLA Adjustment	\$11,578	
TOTAL		\$346,190
Silver Valley USD (22% of Consortium Allocation)		
2018-19 Allocation	\$201,782	
2019-20 COLA Adjustment	\$6,982	
TOTAL		\$208,764
2019-20 CAEP Preliminary Allocation		\$928,474

- Option 2: Allocate \$27,900 to BCC to offset hiring of consortium director
- Option 3: \$18K to BAS for GED Test Center paraprofessional; Remainder to Member and/or BCC

7. Announcements

- 7.1 2018-19 BACAE Board Meeting Schedule (2:00 pm in BCC President's Conference Room):

April 18, 2019 Vote on CFAD	July 2019 – No Board Meeting	October 24, 2019
May 16, 2019 Vote on Three-Year Plan	August 8, 2019 Vote on Annual Plan Vote on Practice w/ Promise	November 21, 2019
June 6, 2019 Annual Plan Retreat	September 26, 2019	December 12, 2019

- 7.2 Super Consortium Professional Development Day: August 1, 2019 @ SB Valley College

8. Adjournment: p.m.

- Motion by ; 2nd by